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General Assembly

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Committee on Conferences
Organizational session for 2017

Annotated provisional agenda for the organizational session for 2017

Provisional agenda

1. Opening of the session.
2. Election of officers.
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4. Organization of work for 2017:
   (a) Intersessional departures and related matters;
   (b) Provisional calendar of conferences and meetings in the economic, social and related fields for 2018 and 2019.
5. Programme of work for 2017.
6. Adoption of the agenda and dates for the substantive session of 2017.
7. Other business.

Annotations

1. Opening of the session

2. Election of officers

Rule 103 of the rules of procedure of the General Assembly provides that committees other than Main Committees shall elect a Chair, one or more Vice-Chairs and a Rapporteur. These officers shall be elected on the basis of equitable geographical distribution, experience and personal competence. The Bureau of the Committee on Conferences comprises a Chair, three Vice-Chairs and a Rapporteur.

At its organizational session for 1989, held on 1 March 1989, the Committee agreed in principle that thenceforth the chairmanship would rotate annually among the regional groups. At its organizational session for 2016 (541st meeting), held on 25 April 2016, the Committee agreed in principle that the Chair would undertake informal consultations with a view to determining the composition of the Bureau for

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2017 and that the Chair and the other members of the Bureau would continue in their capacities until the 2017 Bureau had been elected.

Documentation: Membership of the Committee on Conferences for 2017 (A/AC.172/2017/INF/1) (to be issued)

3. Adoption of the agenda for the organizational session for 2017

4. Organization of work for 2017

At its organizational session for 2016, the Committee adopted the agenda for its substantive session of 2016 and requested the Secretariat to submit to it at its organizational session for 2017 a provisional agenda for its substantive session of 2017.

(a) Intersessional departures and related matters

The Committee will consider requests for intersessional departures in accordance with paragraph 4 of General Assembly resolution 46/190, in which the Assembly took note of the guidelines adopted by the Committee (A/46/32, para. 77), and in accordance with the decisions taken by the Committee at its 373rd meeting, on 26 August 1994, at its 379th meeting, on 23 March 1995, and at its substantive session of 1995.

In accordance with legislative mandates, the Department for General Assembly and Conference Management will administer the programme of meetings as stated in the report of the Secretary-General on improving the performance of the Department (A/57/289, para. 15).

Moreover, meetings of the Committee may be required under the terms of paragraph 6 of General Assembly resolution 35/10 A, by which the Assembly decided that all proposals affecting the schedule of conferences and meetings made at sessions of the Assembly should be reviewed by the Committee when administrative implications were being considered under the requirements of rule 153 of the rules of procedure of the Assembly.

(b) Provisional calendar of conferences and meetings in the economic, social and related fields for 2018 and 2019

In its decision 1988/103, the Economic and Social Council decided to invite the Committee to review the draft biennial calendar of conferences and meetings of the Council and to submit, as appropriate, its recommendations thereon to the Council.

The provisional calendar for the biennium 2018-2019 will be available for consideration by the Committee before the coordination and management meeting, at the substantive session of the Council on 25 and 26 July 2017. The Committee may wish to meet on the proposed date of 29 June 2017 to review the provisional calendar and to submit its observations and recommendations to the Council for consideration at its substantive session of 2017. In this context, the Committee's attention is drawn to paragraph 9 of General Assembly resolution 71/262 on the pattern of conferences.

Documentation: Provisional calendar of conferences and meetings in the economic, social and related fields for 2018 and 2019 (E/2017/L.__)

5. Programme of work for 2017

The terms of reference of the Committee are set forth in paragraph 4 of General Assembly resolution 43/222 B of 21 December 1988.

The annex to the present document contains a provisional agenda for the substantive session of 2017. The provisional agenda takes into account standing mandates from the Committee and the General Assembly, as well as information requested by the Assembly in its resolution 71/262. In the annotations to the provisional agenda the relevant paragraphs in the above resolution are referred to instead of being quoted in extenso.

The information requested by the General Assembly will be presented in a consolidated report of the Secretary-General on the pattern of conferences. Statistical and other relevant data will be presented as information supplementary to the report.

6. Adoption of the agenda and dates for the substantive session of 2017

The Committee may wish to reconfirm the approved dates of 5 to 11 September 2017 for its substantive session.

7. Other business

Annex

Annotated provisional agenda for the substantive session of 2017

Provisional agenda

1. Adoption of the agenda and other organizational matters.
2. Meetings management:
   (a) Adoption of the draft biennial calendar of conferences and meetings of the United Nations for 2018 and 2019;
   (b) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243;
   (c) Intersessional departures;
   (d) Utilization of conference-servicing resources by United Nations organs;
   (e) Provision of interpretation services to meetings of regional and other major groupings of Member States;
   (f) Utilization of conference facilities at the United Nations Office at Nairobi;
   (g) Utilization of the conference centre at the Economic Commission for Africa.
3. Documents management:
   (a) Timely submission, processing and issuance of documents;
   (b) Simultaneous distribution;
   (c) Digitization and uploading of important older United Nations documents.
4. Staffing.
5. Facilities and accessibility:
   (a) Use of United Nations premises;
   (b) Accessibility.
6. Measuring the quality of conference services.
7. Organization of work.
8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2018.

Annotations

1. Adoption of the agenda and other organizational matters

2. Meetings management

(a) Adoption of the draft biennial calendar of conferences and meetings of the United Nations for 2018 and 2019

The Secretariat will prepare a draft calendar of conferences and meetings for the biennium 2018-2019 for consideration by the Committee on Conferences at its substantive session of 2017.

The Committee will submit the draft calendar to the General Assembly at its seventy-second session for approval.

Documentation: Draft biennial calendar of conferences and meetings of the United Nations for 2018 and 2019 (A/AC.172/2017/L.__)

(b) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

The Secretariat will report on requests received pursuant to paragraph 15 of General Assembly resolution 47/202 A and section I, paragraph 7, of Assembly resolution 40/243, for action by the Committee.

Documentation: Letter from the Chair of the Committee on Conferences to the President of the seventy-second session of the General Assembly (A/72/__)

(c) Intersessional departures

The Secretariat will compile a list of requests for intersessional departures from the approved calendar of conferences and meetings for 2017, together with information on any action taken by the Committee.

(d) Utilization of conference-servicing resources by United Nations organs

The Secretariat will report on the matter pursuant to paragraphs 14 to 22 of General Assembly resolution 71/262.

Documentation: Statistical data and analysis of the planned and actual utilization of conference-servicing resources allocated to all calendar bodies at all four duty stations will be made available to the Committee as supplementary information.

(e) Provision of interpretation services to meetings of regional and other major groupings of Member States

The Secretariat will report on the matter pursuant to paragraphs 23 to 25 of General Assembly resolution 71/262.

(f) Utilization of conference facilities at the United Nations Office at Nairobi

The Secretariat will report on the matter pursuant to paragraph 27 of General Assembly resolution 71/262.

(g) Utilization of the conference centre at the Economic Commission for Africa

The Secretariat will report on the matter pursuant to paragraphs 28 to 30 of General Assembly resolution 71/262.

3. Documents management

(a) Timely submission, processing and issuance of documents

The Secretariat will report on the matter pursuant to paragraphs 64 to 74 of General Assembly resolution 71/262.

(b) Simultaneous distribution

The Secretariat will report on the matter pursuant to paragraphs 47 to 55 of General Assembly resolution 71/262.

(c) Digitization and uploading of important older United Nations documents

The Secretariat will report on the matter pursuant to paragraphs 81 to 85 of General Assembly resolution 71/262.

4. Staffing

The Secretariat will report on the matter pursuant to paragraphs 93 to 124 of General Assembly resolution 71/262.

5. Facilities and accessibility

(a) Use of United Nations premises

The Secretariat will report on the matter pursuant to paragraphs 10 to 12 of General Assembly resolution 71/262.

(b) Accessibility

The Secretariat will report on the matter pursuant to paragraphs 34 and 35 of General Assembly resolution 71/262.

6. Measuring the quality of conference services

The Secretariat will report on the matter pursuant to paragraphs 40 to 45 and 106 to 112 of General Assembly resolution 71/262.

7. Organization of work

In section II.A, paragraph 20, of its resolution 57/283 B, the General Assembly encouraged the Committee to keep under continued review the procedures for the participation of observers in the work of the Committee.

8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2018

The Committee will adopt its draft report for 2017 and the draft resolution on the pattern of conferences for recommendation to the General Assembly at its seventy-second session. The Committee will approve the dates proposed for its organizational and substantive sessions for 2018.